



REQUEST FOR EXTENSION

Employer ID _____

Date _____

Employer Name _____

Month(s) Requested For _____ Year _____

Per Iowa Administrative Code (IAC) Chapter 495, an employer can request an extension of time to pay contributions and/or submit a wage report for any month.

4.3(4) Request for time extension. A request for an extension of time to file a wage report or pay a contribution may be granted by IPERS for good cause if presented before the due date, but no extension shall exceed 15 days beyond the due date. If an employer that has been granted an extension fails to pay the contribution on or before the end of the extension period, interest shall be charged and paid from the original due date as if no extension had been granted. If the fifteenth day falls on a weekend or holiday, the remittance or report is due on the next regularly scheduled business day.

Complete this form for each month in which you are requesting an extension. This document must be received by IPERS as of the due date to be considered for an extension. To establish good cause for an extension of time to file a wage report or pay contributions, the employer must show that the delinquent reporting was not due to mere negligence, carelessness or inattention. The employer must affirmatively show that it did not file the report or timely pay because of some occurrence beyond the control of the employer.

Reason for Request: (attach additional pages if necessary)

I hereby certify that the above statement is complete and accurate to the best of my knowledge.

Reporting Official Name _____

Signature _____

Title _____

Date _____

For Office Use Only:

| | | |
|------------------------------|---------------------|-------------------------|
| IPERS Staff (initials) _____ | Date _____ | ___ Approved ___ Denied |
| Amount Received _____ | Date Received _____ | |